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GAYLE FURMAN
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COLCHESTER BOARD OF EDUCATION
Ad Hoc Budget Committee Meeting

Friday, October 25, 2024
8:30 AM
Board of Education Conference Room

MINUTES

BOARD MEMBERS PRESENT : Christopher Rivers, Margo Gignac and Stefanie Tracey-Calash

DISTRICT ADMINISTRATION PRESENT: Superintendent Daniel Sullivan

OTHERS PRESENT : Director of Finance and Operations Rachel Linkkila and Executive Assistant to the Assistant Superintendent MIchelle Flynn

1. **MEETING OPENING**
   1.1. Call to Order
   M. Gignac called the meeting to order at 8:31 AM

   1.2 Roll Call
   C. Rivers and M. Gignac present
   Rachel joined at 8:34
2. **PUBLIC COMMENT**
   2.1. For Public Comments, please see Bylaw on Meeting Conduct
   No public comment.

3. ***CONSENT AGENDA**
   3.1. *Approval of Ad Hoc Budget Committee Meeting Minutes of October 18, 2024
   Motion by: C.Rivers
   Motion to approve Ad Hoc Budget Committee Meeting Minutes of October 18, 2024
   Second: M. Gignac
   Roll Call: All in favor
   Vote: Motion carried

4. ***PRIORITY DISCUSSION / ACTION ITEMS**
   4.1. *Discussion and Possible Action on templates and timelines

   S Tracey-Calash arrived at 8:45 AM
   The committee discussed the information to include in the budget book for the

25/26 school year budget. They discussed the graphing needs and format for the budget items to be presented. The committee discussed meeting with BOF Chair Scott Chapman in an upcoming meeting. The committee will discuss with S. Chapman the information the BOF would like to see in the budget book. The committee discussed the order of the information presented as well as the addition of hyperlinks from the presentation in the cover page. The committee agrees the hyperlink will make information more accessible to the public.

C.Rivers left the meeting at 8:59 AM

4.2. Next Steps and Next Meetings

R.Linkkila will make adjustments to the materials and have designs for S. Chapman to view at the next meeting.

The next Ad Hoc Budget Committee Meeting has been scheduled for Friday, November 8, 2024 at 8:30 AM.

5. ADJOURNMENT

Adjournment
Motion by: M. Gignac
Motion to adjourn.
Second: S. Tracey-Calash
Roll Call: All present in favor
Vote: Motion carried

M.Gignac adjourned the meeting at 9:38 AM

Respectfully submitted,

Michelle Flynn
Executive Assistant to the Assistant Superintendent